

**COUNTY OF COMAL  
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2016

Dept: Sheriff/Vehicle Maintenance

DATE OF REQUEST : 10/31/16

**FROM:**

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.017.5020	Hourly Personnel	(4,000.00)
		(4,000.00)

**TO:**

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.019.5512	Towing of Vehicles	4,000.00
		4,000.00

**Justification for request:**

Line-item transfer to cover overages and additional items for the remainder of 2016.

Signed: \_\_\_\_\_

Department Head

Signed: \_\_\_\_\_

Jessie Rahe, Interim County Auditor

(Certification of availability of funds in appropriate line items)

**NOTE:**

IF THE REQUEST IS FOR ACTION OTHER THAN A LINE ITEM TRANSFER WITHIN THE REQUESTING DEPARTMENT'S BUDGET, THE DEPARTMENT HEAD SHALL SIGN THE CERTIFICATION BELOW:

I HAVE THOROUGHLY REVIEWED THE BALANCES IN THE VARIOUS LINE ITEMS IN THE DEPARTMENT BUDGET, COMPARED THESE WITH THE PROJECTED NEEDS FOR THE REMAINDER OF THE BUDGET YEAR, AND DO HEREBY CERTIFY THAT NO FUNDS ARE AVAILABLE WITHIN THE DEPARTMENT BUDGET TO MEET THE NEEDS AS DESCRIBED ABOVE.

Signed: \_\_\_\_\_

Department Head